

### Sponsorships Preliminary Proposal

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Campus/Department: \_\_\_\_\_ Phone: \_\_\_\_\_

Project description\* (Briefly describe your project or event idea) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Location at which the project or event will take place: Meramec Florissant Valley Forest Park Other

Date/timeline of project or event: \_\_\_\_\_

Estimate the cost of your project or event: \_\_\_\_\_

Estimate the revenue expected: \_\_\_\_\_

Estimate the number of participants: \_\_\_\_\_

Proceeds will benefit: \_\_\_\_\_

Please list any potential sponsors/donors you have identified or any ideas you may have, but do not contact them until your concept and plans are approved.

\_\_\_\_\_

\_\_\_\_\_

Please identify what you will be specifically requesting from each potential sponsor/donor. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Campus President \_\_\_\_\_ Date \_\_\_\_\_

Vice Chancellor \_\_\_\_\_ Date \_\_\_\_\_

(The Vice Chancellor signs only if the project is coming out of his or her office.)

**Please submit to Committee Chair, Office of Institutional Development, Cosand Center, AFTER obtaining president's signature. Any print and/or electronic solicitation should be submitted with the Sponsorship Proposal.**

<input type="checkbox"/> Recommend for Approval	For Committee Use Only
<input type="checkbox"/> Recommend for Approval with the following provisions:	
_____	
_____	
<input type="checkbox"/> Recommend for Non-Approval due to the following concerns:	
_____	
_____	
Committee Chair _____	Date _____
Chancellor _____	Date _____